

NPIU/CRS/2019/

Dt. 11th July, 2019**CIRCULAR**

Sub: Guidelines for utilization of TEQIP-III grants allotted under Collaborative Research Scheme and maintenance of account records at Institute level:

1. No expenditure shall be committed without proposal initiated by Principal Investigator of CRS Project and approved by competent authority.
2. It is suggested to make approval process as easy as possible so as to grant approval on fast track basis, in the interest of time.
3. The expenditure shall be committed on those items which are specified in the proposal submitted by PI on AICTE web portal.
4. The expenditure will be incurred by the Principal Investigators /Institute as per the rules of TEQIP-III. For procurement purposes the World Bank guidelines will be followed.
5. It is to be noted that the funds provided for TEQIP activities and CRS are different and non-exchangeable. Hence the expenditure incurred on one should not be booked under other.
6. It is reminded that expenditure on TEQIP activities shall be booked under PFMS while expenditure on CRS activities shall be booked through the account where funds are received and will follow a normal procedure of the institute (like cheque, DD, Cash etc.) for operating this account.
7. The separate book of accounts/ tally etc. shall be maintained for expenditure under various activities of CRS as per finance manual for TEQIP-III.
8. Separate Audit will be done for the expenditure against these grants and the separate Audit Report shall be prepared. The institute shall submit the Utilization Certificate (UC) annually with the signature of auditor and competent authority.
9. The institution has to submit a provisional UC till date (under signature of PI and competent authority) at the time of submitting request for release of next instalment. The request for release of additional funds shall also have appropriate proofs justifying demand.
10. After termination/closure of the project/ scheme, the unspent balance if any shall be returned back to NPIU.



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